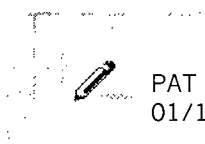




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PAT VOGTMAN  
01/11/2001 03:27 PM

To: Rosita Clarke, RUSSELL HART, Matory.Derek, RONALD MURAWSKI, Cathy Moyik, Margaret Morkowski, Jo  
Subject: Roy F. Weston - Transition from the Base Period to the Option Period

Greetings, As many of you know, the Base Period of the Roy F. Weston, Inc. Contract expires on April 30, 2001. This means that all work assignments must be closed out by that date and reissued for technical needed after April 30, 2001. Technical work will end on or about March 31, 2001 as the contractor needs the month of April to complete its WACRs on approximately 40 work assignments and to conduct administrative and financial tasks. If technical support is vital in April, we'll try to accommodate your needs. For those of you who need contractor support after April 30, 2001, we would like get those new Statements of Work for the work to be implemented in the Option period which starts May 1, 2001 and ends April 30, 2004 to the contractor by the end of January 2001 in an effort to get the work plans approved by the end of April, 2001. **If this is accomplished, there will be no break in contractor support.** For contractor support after April 30, 2001, please do the following:

1. Get an electronic copy of your latest SOW. If you do not have one, chances are pretty good that I have a copy and I'll be glad to send it to you.
2. I suggest you contact your site manager and discuss what work you both anticipate will be completed by the end of March recognizing that limited technical work will be done in April. You need to know this as your SOW will cover work to be performed effective May 1, 2001. The work plan covering the new work will be prepared under your existing work plan. I will revise the existing SOW requiring the contractor to prepare this work plan. in the new SOW for tasks that have already been completed, after the main heading, annotate "N/A This work was completed under " Insert Work Assignment Number assigned in the Base Period.

3. I have attached model IGCEs. These attachments include Weston's latest rates. Use your monthly progress reports, the latest work plan and best judgment to complete the IGCE to cover



the tasks identified in your SOW. RAOversig Rifs.1 Rd.12 RDOversigh Ra.12 RIFSOVERSIG  
Please let me know if you cannot make the January 31 due date.